



**International Boundary and Water Commission  
United States and Mexico  
United States Section**

**JOB OPPORTUNITY ANNOUNCEMENT**

**Position:** Electronics Mechanic, WG-2604-08 Or 10 (\$19.76-25.29 hourly)

**Announcement Number:** 06-58

**Issue Date:** 9/14/06

**Closing Date:** 10/2/06

**Area of Consideration:** U.S. IBWC-wide (refer to Section 3 below regarding who may apply)

**Section 1. POSITION BACKGROUND**

**Organization:** Falcon Dam Project

**Location:** Falcon Heights, Texas

**FLSA:** Non-exempt

**Position Potential:** WG-10

**Full Time:** Yes

**Bargaining Unit:** Included

**Position Duties.** Serves as the Electronics Mechanic for the Falcon Dam Project Powerhouse. The incumbent installs, maintains, repairs, and troubleshoots electronic and electrical equipment. Reads and interprets wiring diagrams and complex schematics. Reads and utilizes manufacturers' maintenance and troubleshooting guides, technical specifications applicable to equipment service, and special instructions. Tests, calibrates, and makes repairs to solid state water flow equipment, including L&N transducers; digital indicators; and ultrasonic gate position indicators. Works on electronic recorders (stator, transformer, generator, and turbine bearing temperature; frequency; plant voltage; generator and line megawatt and megavars; and head and tailwater recorders). Maintains, troubleshoots, and repairs electronic voltage regulators, sequential events and annunciation systems, and electronic battery chargers. Works on control circuits for diesel generator, elevator, welding machines, plasma cutter, etc. Maintains electronic in-plant telephone system and signaling unit. Operates and maintains electronic test equipment such as dual channel oscilloscopes; digital volt, ohm, microamp meters; multi-frequency signal generators; event-frequency counters and decade resistance units; and similar or related types of electronic controls and equipment. Operates hydro-electrical equipment, including three 10,500 KVA generating units; three 14,750 horse-power turbines; actuator governors; and all associated auxiliary equipment necessary for the generation of alternating current power. As needed, works as a powerhouse electrician in making electrical inspections. Performs other duties as assigned.

**Working Conditions:** Works both inside and outside, in close quarter and cramped positions, and is subject to general hazards involved in making repairs to electrical and electronic equipment. Is required to go up and down stairs frequently, climb ladders, and clean and operate high voltage equipment.

**Physical Effort:** The work requires moderate physical exertion such as prolonged standing, frequent bending and kneeling, climbing up and down stairs, and unassisted lifting and carrying of items weighing up to forty-five pounds. Heavier items are lifted with the assistance of others or with weight handling equipment. The work also requires the operation of a government motor vehicle (e.g. pick-up truck).

The occasional use of a self-contained breathing apparatus (SCBA) or face-fitted respirator may be required following a medical examination to determine any limitations in complying with this requirement.

## **Section 2. AGENCY INFORMATION**

**The USIBWC.** The United States Section of the International Boundary and Water Commission United States and Mexico (USIBWC), is an international agency categorized as an independent bilateral organization within the federal government. There are various field offices located along the boundary with the headquarters office in El Paso, Texas. The USIBWC is responsible for providing environmentally-sensitive, timely and fiscally-responsible boundary and water issues along the United States and Mexico border region while sustaining an atmosphere of binational cooperation and by being responsive to public concerns. You can obtain detailed information about the USIBWC by visiting our website: <http://www.ibwc.state.gov>.

## **Section 3. WHO MAY APPLY**

Your application will be accepted by the USIBWC Human Resources Office if you are a current status United States Section, International Boundary and Water Commission (USIBWC) employee only. You must meet all qualification, legal, and regulatory requirements as of the closing date of this announcement.

## **Section 4. QUALIFICATION REQUIREMENTS**

To be considered for this position, your background (experience, education, or training) must be demonstrated by responding to the below job elements and/or by completing the Supplemental Experience Statement for Electronics Mechanic, WG-2604 positions.

### **Job Elements:**

- \*1. Ability to do the work of the position without more than normal supervision (ability to work independently, make decisions, plan operations, show job responsibility, exercise initiative, etc.);
2. Knowledge of equipment assembly, installation, repair, etc.;
3. Ability to use electronic test equipment;
4. Knowledge of theory of electronics;
5. Ability to use hand and power tools;
6. Ability to troubleshoot electronic equipment;

7. Ability to suggest and apply new methods (ingenuity); and
8. Ability to work and drive safely.

\* This is a screen-out element.

## **Section 5. APPLICATION PROCEDURES**

**General Application Information.** It is your responsibility to ensure the accuracy and completeness of your application. An incomplete application or one that is not completed in accordance with instructions found in this JOA will subject you to being found ineligible. It is the practice of the Human Resources Office not to contact an applicant for further information, documentation, or required materials. Do not submit letters of recommendation, training records, position descriptions, copies of awards, etc., unless they relate directly to the job for which applying. An individual concerned in examining an applicant for, or to a position in the agency may not receive or consider a recommendation of the applicant by a Senator or Representative, except as to the character or residence of the applicant. All material that you submit in response to this JOA will become part of the Promotion and Internal Placement Program files and will not be returned; therefore, be sure to make copies of your application material before submission. The USIBWC does not maintain an applicant supply file. The use of government property, the USIBWC internal mail distribution, or government franked envelopes to apply for a federal position is prohibited and subject to fines as prescribed by law.

**Obtaining application forms.** You may obtain forms needed to apply under this JOA by downloading them from the USIBWC's website at: <http://www.ibwc.state.gov> or by calling the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727 to have the forms mailed or faxed to you. Due to heightened security measures, you should not request application forms in person at a USIBWC facility.

**Submitting application forms.** It is highly recommended that you mail your application to the following address:

USIBWC  
Human Resources Office  
4171 North Mesa, Building C, Suite 100  
El Paso, Texas 79902

If mailed, your application must be postmarked by the closing date noted in this JOA. Applications submitted "online" (through the internet) or faxed are not accepted. Due to heightened security measures, the hand-delivery of applications to the USIBWC is discouraged. If hand-delivered, you must do the following: place the application in a sealed envelope; address the envelope to the USIBWC Human Resources Office annotating the date and time on the upper right hand corner; and leave the envelope with the security officer on duty. Neither the security officer nor the USIBWC will assume responsibility for misplaced or misdirected hand-delivered applications. A hand-delivered application must be received by the security officer by the closing date and not later than 3:00 p.m. MT.

**Required Forms and Documents.** You must submit all of the following forms and documents in order to be found eligible for consideration under this JOA:

1. Standard Form 171, Application for Federal Employment; OR Optional Form 612, Optional

Application for Federal Employment; OR any other format such as a resume with the specific information required by Optional Form 510, Applying for a Federal Job;

2. Optional Form 306, Declaration for Federal Employment;
3. IBWC Form 336, Ability to Drive Safely;
4. Supplemental Experience Statement for Electronics Mechanic, WG-2604 positions and/or response to the job elements.
5. A copy of your college transcript(s) or a list of college courses that include hours and grades. (If applicable)
6. If you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible, you must submit the following:
  - a. Copy of Standard Form 50, Notice of Personnel Action, which reflects your eligibility (status); and
  - b. Copy of your most recent performance rating/evaluation.
7. If you are a Veteran eligible, you must submit the following:
  - a. Form DD-214, Proof of active military service, dates of service, and condition of discharge; and
  - b. If applicable, Standard Form 15, Application for 10-point Veteran Preference with required documentation.
8. If you are a Disability eligible, you must submit the following:
  - a. Certification from the appropriate State Vocational Rehabilitation Agency that you have the ability to perform the position duties, are physically qualified to do the work without risk to yourself or others, and are competent to maintain yourself in a work environment.
  - b. If you are veteran who is qualified for the position, you must have retired from active military service with a disability rating of 30 percent or more, or be rated by the Department of Veterans Affairs within the last year as having a compensable service - connected disability.
9. If you are a Surplus or Displaced Federal Employee, you must submit the following:
  - a. A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met; and
  - b. You must annotate your application to reflect that you are applying as CTAP or ICTAP eligible.

**Optional Application Checklist.** As you go through the process of completing your application, it is advisable that you use the following checklist to ensure your application is complete:

- ☐ SF 181 - Ethnicity and Race Identification. The SF 181 is an optional form used for equal opportunity data collection and analysis throughout the federal government. Upon receiving your application package, the Human Resources Office staff will detach the SF181 from the

application package and forward it directly to the Equal Employment Opportunity Office. The form thus will not be used in the application evaluation process.

- ☐ Standard Form 171 or Optional Form 612 or a complete resume;
- ☐ Optional Form 306;
- ☐ Copy of Transcript(s) (If applicable);
- ☐ Response Job Elements and/or the Supplemental Experience Statement;
- ☐ IBWC Form 336;
- ☐ Copy of Standard Form 50 (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Copy of your most recent performance rating/evaluation (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Form DD-214 (if you are a Veteran Eligible);
- ☐ Standard Form 15 (if you are claiming 10-point Veteran Preference) with required documentation;
- ☐ A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met (if applicable);
- ☐ Certification from the appropriate State Vocational Rehabilitation Agency (if applicable);
- ☐ Documentation provided by the Department of Veterans Affairs stating that you are retired from active duty service with a disability rating of 30 percent or more (if applicable).

## **Section 6. BASIS FOR RATING**

The information you provide in your response to the job elements and/or by completing the Supplemental Experience Statement for Electronics Mechanic Positions will be heavily relied upon in the rating process.

For CTAP AND ICTAP, well-qualified means that the applicant meets the qualification standard and eligibility requirements for the position, meets minimum educational and experience requirements, meets all selective factors where applicable, and is able to satisfactorily perform the duties of the position upon entry.

## **Section 7. GENERAL INFORMATION FOR POTENTIAL CANDIDATES**

**Position Potential.** If you are selected and the position is filled below the full performance level, you may be promoted without further competition until the full performance level is reached. Promotion is neither automatic nor guaranteed. Promotion will be based upon your supervisor's certification of your demonstrated ability to perform the duties of the higher graded position in a fully successful manner, as well as you meeting all other requirements for promotion. If there are intervening situations affecting the classification of the position between the time of advertisement

and the time that promotion(s) may be due, the advertised promotion potential is void.

**Appointment:** This is an excepted service position. An interchange agreement between USIBWC and the United States Office Personnel Management permits employees of USIBWC who do not have tenure in the competitive civil service to move between the USIBWC's excepted service positions and other agencies' competitive service positions on a noncompetitive basis.

**Conditions of Employment.** If you are selected for the position, you must meet all of the following conditions of employment (failure to do so will result in termination of your employment):

1. A pre-employment physical examination (at your expense) is required.
2. Official college transcript(s) must be submitted within 30 days after selection. (If applicable)
3. You must possess a valid state driver's license; have a good driving record; and meet the requirements for the issuance of a federal government operator's license. Driving records will be checked.
4. Salary payments will be made by Electronic Funds Transfer (EFT), known as Direct Deposit.
5. A background check will occur once you have accepted the position. If, at any time during your employment, you are found to have knowingly provided incorrect information with the intention of defrauding or misleading the agency to gain employment, your employment with the agency will be terminated.

If you are a new appointee to the federal civil service, you will be subject to a one year trial period. If you are appointed under the Veterans Recruitment Authority, you will serve a two year trial period. The purpose of the trial period is to provide the agency an opportunity to evaluate your conduct and performance on the job in order to determine if your appointment to the civil service should become final. Until the trial period has been completed, you will continue to be considered an applicant for an appointment. The trial period thus is to be considered a part of the job candidate assessment process and your appointment can be terminated at any time during the trial period.

**Relocation Expenses.** Relocation expenses may be paid by the U.S. Section, subject to availability of funds and in accordance with federal travel regulations.

**Equal Opportunity Employer.** The USIBWC is an Equal Opportunity Employer. Selection of a candidate shall be based on merit, potential, and job-related criteria and without discrimination because of race, color, religion, national origin, marital status, sex, age, non-disqualifying physical handicap, labor organization affiliation or non-affiliation, personal favoritism, sexual orientation, political affiliation, or any other non-merit factors.

**Assistance.** You may obtain additional information and assistance by contacting the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727.